

**(PART ELEVEN  
PUBLIC HEALTH CODE**

**TITLE ONE - ADMINISTRATION**

1101 Board of Health

**TITLE THREE -- FOOD SERVICE AND SANITATION**

1123 Food Service and Sanitation

**TITLE FIVE - SOLID WASTES**

1131 Refuse or Solid Waste Collection and Disposal

1137 Residential Recycling

1139 Commercial Recycling Ordinance

**TITLE SEVEN - CHILD CARE FACILITY**

1141 Child Care Facility Ordinance

1143 Child Care Centers

1145 Group Child Care Homes, Family Child Care Homes and Special Child Care Programs

1147 Other Child Care Programs

1149 Inspections and Compliance Procedures

**TITLE NINE - OTHER REGULATIONS**

1151 Weeds

1155 Cockroach and Vermin Control

1156 Adult Arcades

1159 Lead Poison Control

1160 Licensing and Regulation of Cigarette Vending Machines

1161 Regulating the Keeping of Domestic Bees

1162 Automated External Defibrillator Notification Program

1170 School Sanitation

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**TITLE ONE - ADMINISTRATION**

**ARTICLE 1101 - BOARD OF HEALTH**

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1101.01 Establishment; Members

1101.02 Powers and duties

1101.03 Meetings

1101.04 Secretary

1101.05 Director

1101.06 Administration

**CROSS REFERENCES**

Board of Health - 3rd Class §2307 and 2308 (53 P.S. §37307 and 37308)

Powers and Duties of Board - 3rd Class §2307 and 2308 (53 P.S. §37307 and 37308)

**1101.01 ESTABLISHMENT; MEMBERS**

A Board of Health is hereby created in the City of Allentown, Pennsylvania, to consist of five (5) members.

The members of the said Board shall serve without compensation and shall be appointed by the Mayor with the approval of the Council. No member of City Council shall be appointed as a member of the Board of Health. All members of the Board of Health shall be either residents of the City or maintain an office in the City. At least one (1), and whenever possible, two (2), shall be currently licensed or certified by the State Board of Medicine, the State Board of Examiners of Nursing Home Administrators, the State Board of Podiatry, the State Board of Veterinary Medicine, the State Board of Occupational Therapy Education and Licensure, the State Board of Osteopathic Medicine, the State Board of Pharmacy, the State Board of Physical Therapy or the State Board of Nursing to be engaged in a medical, medically related or health care profession or business. If a licensed or certified medical or health care professional cannot be identified to serve on the Board, the Mayor, with the approval of City Council, may appoint any individual who has experience or is knowledgeable of public health issues. (13282 §1 10/6/94)

At the first appointment Council shall designate one (1) of the members to serve for one (1) year, one (1) for two (2) years, one (1) for three (3) years, one (1) for four (4) years and one (1) for five (5) years, from January 8, 1980 and thereafter one (1) member of the said Board shall be appointed annually to serve for the term of (5) years from January 1 succeeding his appointment. The Mayor may remove any or all of the members of said Board for official misconduct or neglect of duty and may fill any vacancy for any unexpired term with the approval of Council. (12411 §1 2/20/80; 13282 §1 10/6/94)

#### **1101.02 POWERS AND DUTIES**

It shall be the duty of the Board of Health to enforce the laws of the Commonwealth of Pennsylvania and the article of the City of Allentown enacted for the protection of the public health. It shall exercise all the rights and perform all the duties and obligations conferred and imposed upon like Boards of Health in cities of the Third Class of the Commonwealth of Pennsylvania by all Acts of Assembly which may not be in force or hereafter passed in reference to the same. The Board of Health shall have power to make and enforce such orders and regulations as may be necessary to carry out its aforesaid duties and obligations so long as the Council shall approve such regulations. (12395 §2 12/18/79)

#### **1101.03 MEETINGS**

The Board of Health shall meet at such regular times as it designates and at such places where the general public has unhampered access to such meetings, and said Board shall keep regular minutes of its meetings. It shall have the power to adopt rules and by-laws to govern its meetings and organizations. (12395 §2 12/18/79)

#### **1101.04 SECRETARY**

The Secretary of the Board shall be an individual qualified in the secretarial arts and shall keep the minutes of meetings and perform such other duties as the Director may direct. (12395 §2 12/18/79)

#### **1101.05 DIRECTOR**

The Board of Health shall choose a Director with the approval of the Mayor. The Director shall not be a member of the Board of Health, but shall be an individual who meets the qualifications established for such position by the Pennsylvania Department of Health and the Board of Health. In the event of a vacancy in the position of Director, the Board of Health shall convene at the earliest possible time for the purpose of filling that vacancy. The salary of the Director shall be fixed by the City Council. The Director shall execute the orders of the Board and shall have and exercise for this purpose all the powers and authority of a police officer. (12395 §2 12/18/79)

#### **1101.06 ADMINISTRATION**

A. The Director shall exercise the power to employ personnel in conformity with 16 P.S. §21012(b), which for this purpose shall be applicable to the Health Board, and the Charter and Administrative Code of the City of Allentown. All such employees shall be entitled to participate in the benefits of employment conferred on employees of the City of Allentown with regard to pension, social security coverage, medical and hospitalization benefits, vacation and sick leave. Such employees shall be subject to removal by the Director for misconduct in office or neglect of duty, excepting that where positions are covered by civil service, civil service laws shall apply. (12395 §2 12/18/79)

The Director shall be the Administrator of the Health Board. All administrative actions and procedures incident to the operation of the Health Board, including but not limited to financial administration and the making of contracts, shall be governed by the Charter and Administrative Code of the City of Allentown. (12395 §2 12/18/79)